

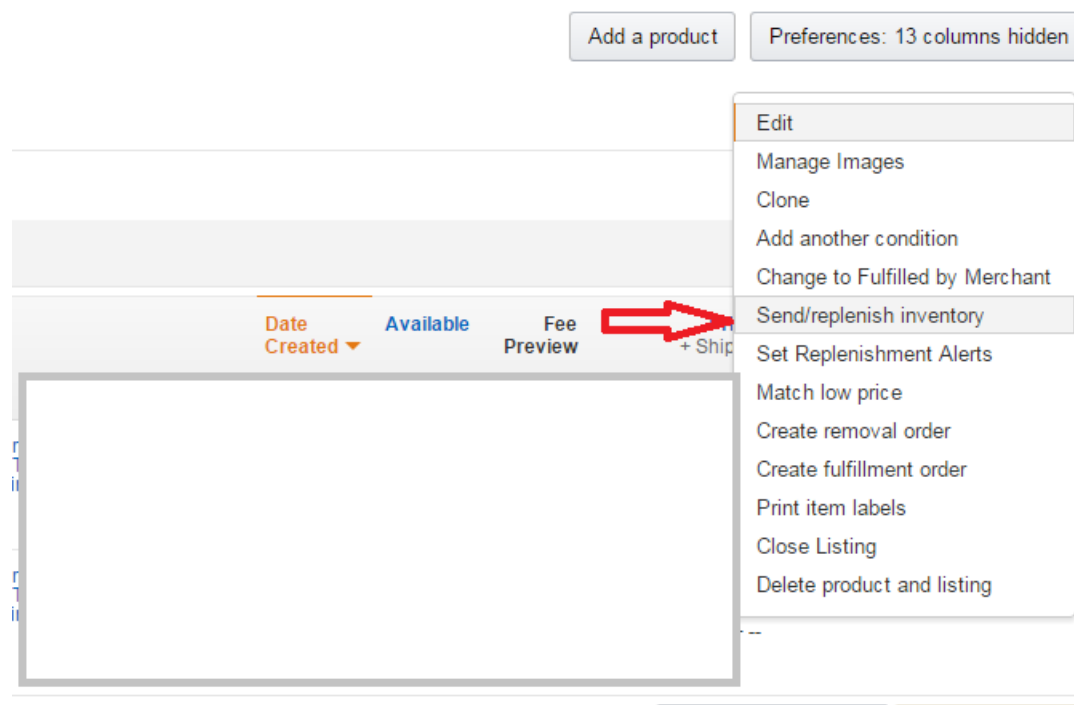
## Scheduling Your Incoming Product Shipment (Sending Your Items to FBA)

Once you have a listing created, you can go ahead and schedule your product's incoming shipment. This is what we do before we send our items to FBA. You can set this up in advance if you wish.

On the dashboard of your seller central account, hover your mouse over 'Inventory' and select 'Manage Inventory'. You will see your listing there but it will not be 'active' because you don't have any stock at Amazon yet.

### **To create your shipment:**

Click the drop down arrow beside 'Edit' and select 'Send/replenish Inventory'



Select 'Create a new shipping plan'

amazon seller central INVENTORY ORDERS ADVERTISING REPORTS PERFORMANCE

[Shipping Queue](#) | [Inbound Performance Summary](#)

## Send/Replenish Inventory [Learn more](#)

Create new or add to an existing shipping plan?

**Shipping plan** [What's this?](#)

☒ Create a new shipping plan

☐ Add to an existing shipping plan

**Packing type** [What's this?](#)

☐ Individual products

☒ Case-packed products

Provide missing information, remove ineligible products, and specify the quantity for each product you want to include in this shipping plan

Enter the 'Ship from' address\*

For packing type select 'Case-packed products'

[\*The ship from address is the address where the products are being sent from]

On the next page, enter the number of units per case and the number of cases. So if you have one box containing 40 units, you would enter 40 for 'units per case' and 1 for 'number of cases'.

| Units per Case                                                                      | Number of Cases      | Total Units | Remove                                                                              |
|-------------------------------------------------------------------------------------|----------------------|-------------|-------------------------------------------------------------------------------------|
| <input type="text"/>                                                                | <input type="text"/> |             |                                                                                     |
| 40                                                                                  | 1                    | 40          |  |
|                                                                                     |                      | 40          |                                                                                     |
|  |                      |             |                                                                                     |

Click 'Continue'

On the next page you will be able to choose from 'Prep Required' or 'Prep may be required'. Select 'Prep may be required' and select 'Amazon' under 'Who Preps', then click Continue



[Prep required](#) [Prep may be required](#) [All products](#)

Review prep guidance, choose a product type when prep guidance is unknown, and select who preps. Amazon can provide prep service.

 Need packaging and prep materials? Check out the [Amazon Preferred Product Prep and Shipping Supplies Store](#) to learn more.

1 to 1 of 1 product

| Merchant SKU                             | Product name | Condition |
|------------------------------------------|--------------|-----------|
| <input type="checkbox"/> Show ASIN/FNSKU |              |           |

The next page is about labelling. Remember we discussed the FNSKU code label? If you need a refresher on this subject, go back the lecture 'UPC Codes and More'.

Decide who is going to affix the FNSKU label. You? A third party company such as FBA Inspection? Or Amazon?

If it's Amazon, select Amazon under 'Who Labels'. Otherwise select 'Merchant'

Click Continue.

| tion                      | Units | Who labels?                                 | # of labels to print | Label cost                 | Remove                                                                              |
|---------------------------|-------|---------------------------------------------|----------------------|----------------------------|-------------------------------------------------------------------------------------|
| <div>Apply to all ▼</div> |       |                                             |                      |                            |                                                                                     |
|                           | 200   | <div>Amazon ▼<br/>Merchant<br/>Amazon</div> | --                   | \$40.00<br>\$0.20 per unit |  |

On the next page you will see a summary of your shipment, with the Ship from address, packing type (case-packed) and number of units.

You may also see this message:

*"The inventory you send to Amazon may be split at the Merchant SKU (MSKU) level into multiple shipments. We will assign each shipment to a specific fulfillment center based on several factors including the size and category of the product, your address, and other fulfillment network factors"*

We discussed this in the lecture on calculating your profits. If you only have one case, it will not apply to you. If you have multiple cases, it might apply to you. There's nothing you need to do. Amazon is merely informing you that they might send some of your cases to different FBA warehouses.

| Cases | Units | Ship to                   |                                        |
|-------|-------|---------------------------|----------------------------------------|
| 1     | 40    | <b>FTW1</b><br>Dallas, TX | <a href="#">View shipment contents</a> |

Approve shipment

Before you do this, check the number of cases in the Print Labels box. Sometimes the number of cases reverts to 1, even if you have set your shipment for more than 1 case. Just change the number in the 'Print Labels' box if you need to. Don't worry, this does not affect your shipment.

**NOTE: Every case has its own individual label. If you have 5 cases, you will have 5 labels. These are NOT duplicate labels, they all have a different identifying number on them.**

Once your products are actually on the way to FBA, you can go back in and mark them as shipped under 'Manage shipments', which you will find by hovering your mouse over 'Inventory' and selecting 'Manage FBA shipments'